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**SECTION:** PARTICIPANT RIGHTS

**SUBJECT:** Treatment of Individuals

**ITEM:** *Program Accessibility*

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<b>Purpose</b>	The purpose of this policy is to provide guidance to local agencies on accessibility of WIC services to persons with disabilities.
<b>Policy</b>	Local agencies shall ensure that the WIC Program is equally accessible to all applicants/participants for benefits.
<b>Basis for policy</b>	7 CFR, Ch. 11, Section 246.8 and 7 CFR Part 15a, Section 504 of the Rehabilitation Act of 1973, CA Government Code Section 7290-7299.8
<b>Bilingual services</b>	Local agencies shall ensure that appropriate bilingual staff, volunteers, or other translation resources are available to serve non-English/limited-English proficient persons in a timely manner. Costs for translator/interpreter staff/services are allowable in the local agency contract budget. Refer to the Contract Management Binder for information on allowable and unallowable costs.
<b>Accessibility for disabled participants</b>	Local agencies shall ensure that all eligible persons with disabilities have an equal opportunity to participate in the WIC Program. If a local agency does not have at least one clinic site which is accessible to disabled participants, the local agency shall identify another local agency within the area which is accessible, shall refer the participant to the accessible site, or may implement other options, such as home visits, mail-in applications, and telephone interviews.
<b>Section 504 Coordinator</b>	Each local agency that employs 15 or more persons shall designate an employee as the individual responsible for the coordination of civil rights activities under Section 504 of the Rehabilitation Act of 1973. This may be the same individual responsible within the agency as a whole, not solely the WIC Program at the local agency.

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